



## MINUTES

### JOINT LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

17 FEBRUARY 2026

The Chief Executive Officer recommends the endorsement of these minutes at the next Joint Local Emergency Management Committee Meeting

Signed:  .....

Date **19 February 2026**

These minutes were confirmed at the Joint Local Emergency Management Committee Meeting held on 19 May 2026.

Signed: .....

(Presiding Person at the meeting at which minutes were confirmed)

### **Acknowledgement of Noongar People**

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyen Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

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Shire of  
**Narrogin**

*Love the life*

# STRATEGIC COMMUNITY

SNAPSHOT

PLAN  
2017-27

## VISION

To be a leading regional economic driver and a socially interactive and inclusive community.

## MISSION

Provide leadership, direction and opportunities for the community.

## KEY PRINCIPLES

In achieving the Vision and Mission, we will set achievable goals and work with the community to maintain a reputation of openness, honesty and accountability. In doing so we will:

- Respect the points of view of individuals and groups;
- Build on existing community involvement;
- Encourage community leadership;
- Promote self-reliance and initiative;
- Recognise and celebrate achievement;
- Support the principles of social justice; and
- Acknowledge the value of staff and volunteers.

## OUR VALUES

### Care with Trust & Teamwork

**Caring** - We display kindness and concern for one another and our community

**Accountability** - We accept responsibility for our actions and outcomes

**Respect** - We treat everyone how we would like to be treated

**Excellence** - We go the extra mile to deliver outstanding services

**Trust** - We share without fear of consequences

**Team Work** - We work together for a common goal

## ECONOMIC



### Support growth and progress, locally and regionally...

#### Growth in revenue opportunities

- Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
- Promote Narrogin and the Region
- Promote Narrogin's health and aged services including aged housing

#### Increased Tourism

- Promote, develop tourism and maintain local attractions

#### An effective well maintained transport network

- Maintain and improve road network in line with resource capacity
- Review and implement the Airport Master Plan

#### Agriculture opportunities maintained and developed

- Support development of agricultural services

## SOCIAL



### Provide community facilities and promote social interaction...

#### Provision of youth services

- Develop and implement a youth strategy

#### Build a healthier and safer community

- Support the provision of community security services and facilities
- Advocate for mental health and social support services
- Continue and improve provision of in-home care services

#### Existing strong community spirit and pride is fostered, promoted and encouraged

- Develop and activate Sport and Recreation Master Plan
- Engage and support community groups and volunteers
- Facilitate and support community events
- Provide improved community facilities (eg library/recreation)
- Encourage and support continued development of arts and culture

#### Cultural and heritage diversity is recognised

- Maintain and enhance heritage assets
- Support our Narrogin cultural and indigenous community

#### A broad range of quality education services and facilities servicing the region

- Advocate for increased education facilities for the region
- Advocate for and support increased education services

## ENVIRONMENT



### Conserve, protect and enhance our natural and built environment...

#### A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

#### Effective waste services

- Support the provision of waste services

#### Efficient use of resources

- Increase resource usage efficiency

#### A well maintained built environment

- Improve and maintain built environment

## CIVIC



### Continually enhance the Shire's organisational capacity to service the needs of a growing community...

#### An efficient and effective organisation

- Continually improve operational efficiencies and provide effective services
- Continue to enhance communication and transparency

#### An employer of choice

- Provide a positive, desirable workplace

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# JOINT LOCAL EMERGENCY COMMITTEE (LEMC) MEETING

17 FEBRUARY 2026

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## 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 4:33 pm.

While Section 9.57A of the Local Government Act 1995 provides the Local Government with limited protection from defamation liability for content published on its official website as part of a broadcast or recording of council proceedings (council or a committee of the council), this does not extend to Elected Members or Employees and I encourage all participants to ensure their contributions are respectful, professional, and consistent with the standards expected of council and committee meetings. Please remember that all comments will form part of the public record.

## 2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

### Members (Voting)

L Ballard – Shire of Narrogin President (Alternating Presiding Member)  
Cr A Kowald – Shire of Cuballing President (Alternating Presiding Member)  
Cr G Broad – Shire of Narrogin Deputy President  
R Harris – Shire of Cuballing Deputy President  
S/Sgt M Glynn – WA Police, OIC Narrogin  
G Stevens – Department of Fire and Emergency Services, Narrogin Regional Officer  
D Sier – Narrogin Regional Hospital  
P Porter – CBFCO Narrogin Volunteer Bush Fire Brigades  
A Mort – CBFCO Cuballing Volunteer Bush Fire Brigades  
B Halford – Narrogin VFRS Brigade  
A Jackson – Narrogin State Emergency Services Unit  
B Dew – Western Power, Narrogin  
M Phillips – Department of Communities  
A Erickson – Department of Primary Industry & Regional Development  
Y Harrison – Department of Education

### Employees (Non-voting)

C Paget – Shire of Cuballing Chief Executive Officer  
A Majid – Executive Manager Planning & Sustainability  
P Gibson – Community Emergency Services Manager (CESM)  
L van Heerden – Executive Support Officer

### Leave of Absence

Nil

### Apologies

C Paget - Shire of Cuballing Chief Executive Officer  
R Harris – Shire of Cuballing Deputy President

**Absent**

S Ledger – Narrogin St John Ambulance Sub-centre

T Peplow – Water Corporation

G Keals – Department of Biodiversity, Conservation & Attractions (Parks & Wildlife Services)

**Visitors**

V Gardiner – Department of Fire and Emergency Services, Narrogin Regional Officer

P Erickson – Narrogin State Emergency Services Unit

F Steer – Main Roads Western Australia

G Ganesham – Main Roads Western Australia

S Taylor – Narrogin Cottage Homes (Karinya Care)

V Gibson – BFB Narrogin

A Jackson – Narrogin State Emergency Services

**3. DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA**

Name	Item No	Interest	Nature
Nil			

**4. APPLICATIONS FOR LEAVE OF ABSENCE**

The next meeting is scheduled for 19 May 2026.

**5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

5.1 Joint Local Emergency Management Committee (LEMC) Meeting

**OFFICER’S RECOMMENDATION**

Moved: G Steven

Seconded: A Erickson

That the minutes of the Joint Local Emergency Management Committee (LEMC) Meeting held on 16 September 2025 be confirmed as an accurate record of the proceedings.

**CARRIED**

For: All Members

Against: Nil

**6. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

Nil

**7. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS**

Nil

## 8. MATTERS WHICH REQUIRE DECISIONS

### 8.1 BUSHFIRE PLACES OF LAST RESORT (BPLR) - DISCUSSION AND CONSIDERATION FOR INCLUSION IN LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

File Reference	9.8.4
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	11 February 2026
Author	Leandri van Heerden – Executive Support Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Bushfire Place of Last Resort Guideline – Preliminary Stakeholder Engagement Discussion Paper

#### Summary

To present for discussion the concept of establishing and formally recognising Bushfire Places of Last Resort (BPLRs) within the Shires of Cuballing and Narrogin, and to seek guidance from the Joint Local Emergency Management Committee (LEMC) regarding the appropriate process for assessment, endorsement, and incorporation of BPLRs into the Local Emergency Management Arrangements.

This item is submitted for strategic consideration in accordance with the Joint LEMC Terms of Reference, which provides the Committee with responsibility to monitor and review local emergency risks and planning arrangements. No operational authority or financial commitment is sought or proposed at this stage.

#### Background

The Department of Fire and Emergency Services (DFES) is developing a guideline to support the identification and implementation of Bushfire Places of Last Resort (BPLRs) in Western Australia.

This initiative responds to recommendations from the Special Inquiry into the January 2016 Waroona Fire, which called for a consistent and coordinated process to identify and communicate suitable last resort shelter locations in townsites and settlements where bushfire life risk is considered very high or greater.

A Bushfire Place of Last Resort is intended to provide a location that may offer some level of protection for community members when all other planned evacuation options have failed and it is too late to leave safely.

DFES notes that a BPLR does not guarantee survival; however, it may improve the chance of survival during the passage of a bushfire by reducing exposure to radiant heat and direct flame contact.

DFES further emphasises that BPLRs are an additional emergency evacuation measure and are distinct from evacuation centres and refuge sites. Evacuation centres are intended for people who leave early and provide a significantly higher level of comfort and support services than would be available at a BPLR.

## Consultation

Internal consultation has occurred with relevant officers from emergency management, planning and community safety, confirming that the DFES draft BPLR concept aligns with existing Local Emergency Management Arrangements.

External consultation has been informed by DFES' Bushfire Place of Last Resort - Preliminary Stakeholder Engagement Discussion Paper, which highlights the importance of local knowledge in identifying suitable locations and notes that local communities are best placed to understand their own needs, capability and resilience.

DFES also advises that BPLRs should integrate with established warning systems, noting that they are well suited for incorporation into the Australian Warning System and other emergency warning platforms.

No formal community engagement has yet been undertaken. If the Joint LEMC supports progressing this matter, further engagement may be required in accordance with Council Policy 1.14 - Community Engagement.

Future consultation is proposed to include:

- public advertising and general community communication;
- targeted engagement with affected communities;
- direct notification to relevant landowners, community groups, and neighbouring property owners/occupiers;
- consultation with relevant government agencies; and
- engagement with neighbouring local governments where shared BPLR locations may support improved regional safety outcomes.

Consideration will also be given to whether the matter has specific implications for Aboriginal communities, with culturally appropriate consultation to occur where required.

## Statutory Environment

The Emergency Management Act 2005 (WA) relates.

## Policy Implications

The establishment of Bushfire Places of Last Resort (BPLRs) intersects with local and statutory policy frameworks.

There is currently no specific Council policy addressing BPLRs. However, relevant Council policies — including Council Policy 1.14 – Community Engagement — would apply to any future consultation or public communication process should the initiative proceed.

At a statutory level, emergency management is governed by the Emergency Management Act 2005 (WA) and associated DFES policies and guidelines. The draft DFES Bushfire Places of Last Resort Guideline represents emerging State guidance that would inform any local implementation.

The Shire's Local Planning Scheme No. 3 and relevant State Planning Policies, including State Planning Policy 3.7 – Planning in Bushfire Prone Areas, provide the broader planning context for bushfire risk management, although they do not currently include provisions specific to BPLRs.

Should the Joint LEMC and Council resolve to progress BPLRs, amendments to the Local Emergency Management Arrangements (LEMA) and related emergency management documentation would be required.

### Sustainability & Climate Change Implications

*Environmental* - There are no significant identifiable environmental impacts arising from adoption of the officer’s recommendation.

*Economic* - There are no significant identifiable economic impacts on external organisations arising from adoption of the officer’s recommendation.

*Social* – There are no significant identifiable social impacts arising from adoption of the officer’s recommendation.

### Financial Implications

Should the Joint LEMC recommend progressing the establishment of BPLRs, there may be future cost implications relating to:

- site assessments and suitability analysis;
- signage and public information materials;
- community communications and engagement activities;
- ongoing maintenance of identified locations; and
- amendments to local emergency management documentation and plans.

### Strategic Implications

This initiative aligns with improving community preparedness, strengthening emergency response coordination, and ensuring emergency planning reflects contemporary bushfire risk mitigation practices.

Shire of Narrogin Strategic Community Plan 2017-2027		
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2	Continue to enhance communication and transparency

## Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Premature identification or discussion of potential Bushfire Places of Last Resort (BPLRs) at committee level may create community expectations, reputational risk, or misunderstanding regarding site endorsement, operational readiness, or financial commitment prior to formal assessment and Council approvals.	Possible (3)	Moderate (3)	Medium (5-9)	Management of Facilities, Venues, Events and Services	Ensure any future communication occurs only after formal assessment and the relevant Council's consideration.

## Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of nine (9) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

## Comment/Conclusion

This matter is brought forward as a strategic preparedness discussion item to ensure both local governments remain aligned with emerging DFES best-practice guidance and contemporary approaches to bushfire evacuation management.

## Voting Requirements

### Simple Majority

#### **OFFICERS' RECOMMENDATION**

That with respect to the Bushfire Places of Last Resort (BPLR) – Discussion and Consideration for Inclusion in Local Emergency Management Arrangements, the Joint Local Emergency Management Committee:

- 1) Note the DFES Preliminary Stakeholder Engagement Discussion Paper relating to Bushfire Places of Last Resort (BPLR);
- 2) Discuss the potential identification of a Bushfire Place of Last Resort (BPLR) within the Shires of Cuballing and Narrogin;
- 3) Provide guidance on suitable locations for preliminary consideration, including Clayton Oval and Hardie Park (Narrogin), subject to DFES assessment criteria;
- 4) Request the Community Emergency Services Manager to undertake preliminary internal and agency consultation and site assessment in accordance with DFES guidance, for presentation to a future Joint LEMC meeting; and
- 5) Receive an update on the status of the Local Emergency Management Plans (LEMP), including grant acquittal progress and anticipated adoption timeframes for both local governments.

Outcome: Discussion ensured as to the points raised.



## **Bushfire Place of Last Resort Guideline - Preliminary Stakeholder Engagement Discussion Paper**

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### **Introduction**

*Reframing Rural Fire Management – Report of the Special Inquiry into the January 2016 Waroona Fire* included a recommendation that the Department of Fire and Emergency Services (DFES) works with the Department of Planning, Lands and Heritage (DPLH) and local governments to adopt a policy which enables local governments to identify, register and communicate ‘Places of Bushfire Last Resort’ in settlements and townsites where the life risk from bushfire is very high or greater.

DFES is developing a Bushfire Places of Last Resort (BPLR) guideline for Western Australia (WA) in response to this Special Inquiry recommendation.

DFES has created this discussion paper to assist its engagement with stakeholders to develop a draft BPLR guideline.

There are currently several evacuation measures, including the following facilities:

- **Evacuation Centre** – a facility that provides individuals impacted by an emergency with basic human needs which may include accommodation, food, personal support, clothing and personal requisites, registration and reunification, and financial assistance. An evacuation centre is recommended for community members who are unable or unwilling to stay and defend their property. It is recommended that community members leave early for the evacuation centre in accordance with their bushfire plan and/or recommended hazard management agency advice.
- **Refuge Site** – a place where the community may take shelter within the community that is suitable to the hazard that presents. This may be an open space, building or other suitable place of shelter. It may be determined at the time of the emergency.
- **On-site Shelter** – an on-site designated location, suited as a contingency measure for tourist or vulnerable person accommodation and other uses when demonstrated appropriate in certain circumstances. An on-site shelter is utilised when people are facing an immediate threat to their personal safety or property can gather and seek shelter from the threat of bushfire.
- **Off-site Shelter** – a location separate from the main residence or facility some distance away from the site and is generally suited as a contingency measure for tourist or vulnerable person accommodation and other uses, when demonstrated appropriate and other evacuation options are unsuitable. An off-site shelter is utilised when people are facing an immediate threat to their personal safety or property and can gather and accommodate all the people being evacuated.

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A BPLR is intended to provide a place that offers some level of protection if there is nowhere else to go during a bushfire. It does not guarantee the survival of those who assemble there but will provide a greater chance of survival during the onset and passage of a bushfire. A BPLR is a dedicated area, often an area of open space such as a community oval or a building which the public could go to seek refuge from an imminent threat of bushfire when it is too late to evacuate, when all other plans have failed and no other option exists. It may provide a minimum, temporary level of protection from the immediate life-threatening effects of radiant heat and direct flame contact.

BPLRs are intended to be broadly consistent in intent and purpose with most Australian States that identify BPLRs as an additional evacuation measure. Several local governments in WA are considering the establishment of BPLRs in their community and a uniform response to BPLRs is considered appropriate. In most instances, an evacuation centre will be used to accommodate the community who have decided to evacuate early (as recommended) and not actively defend their property from bushfire. An evacuation centre offers a greater level of comfort and resources than that intended to be provided at a BPLR. On-site and off-site shelters will be referenced in the BPLR guideline as they could also be utilised as a BPLR.

### **Experience of BPLRs in other Australian States**

BPLR differs from State to State, for example in Victoria and South Australia a significant majority of BPLRs are open spaces that comprise sporting and recreational grounds or beaches. However, in New South Wales BPLRs mostly consist of halls and other community buildings, rather than open spaces. South Australia currently has 90 open space BPLRs and only one BPLR is a community building, and in Victoria the majority of BPLRs are open spaces. Victoria and South Australia also have a similar process to supporting BPLRs in their communities as their location is determined by the Local Government Emergency Management Committees. Given similarities in the South Australian and Victorian BPLR emergency management approach, similar outcomes can be expected in WA.

DFES believes that determining whether a BPLR should be included as part of a community's evacuation procedures should be determined by the local community as local knowledge can assist in developing a tailored response to bushfire risk. A BPLR is an optional evacuation measure predominantly aimed at local governments to increase the preparedness and resilience of the community. Local governments have requested DFES to provide a BPLR guideline to assist and guide them in relation to BPLRs.

### **DFES, Local Government and other Organisations Role**

DFES has a role in protecting lives, property and infrastructure. DFES supports providing communities with the advice needed to ensure that communities are kept safe. The BPLR guideline will complement this objective by assisting and guiding local governments and other stakeholders in implementing a BPLR evacuation measure, if desired. The measure is consistent with the *WA Community Disaster Resilience Strategy (2025)* which aims to work with communities to create a culture of preventing and preparing for emergencies as opposed to simply reacting to them. DFES recognises that for resilience strategies to work effectively everyone must understand, accept and personalise risks, and work together to be better



prepared. Local communities are best placed to know what they need to prepare for, with an understanding of their own capabilities and capacity for resilience.

DFES is keen to obtain local government and other stakeholder feedback to assist in developing the BPLR guideline through prioritising the needs of local communities, as placing communities at the centre of emergency management ensures these matters can be effectively adapted to their unique needs. Support and oversight is intended to be provided through the Local Emergency Management Committee (LEMC) who works closely with DFES staff. The LEMC has a legislative role through the *Emergency Management Act* to liaise with public authorities and other stakeholders in the development, review and testing of local emergency management arrangements. Feedback from within DFES has indicated that BPLRs can operate within the Australian Warning System and other emergency management technologies. BPLRs are well suited to be incorporated into the Australian Warning System and other warning systems. Local government has an established emergency management role through the functions of the LEMC as it carries out emergency management activities, develops local emergency management arrangements (LEMA) and ensures LEMAs are established for the district.

### **Matters being Considered for Incorporation in Guideline**

It is intended that a BPLR guideline will allow local governments and other stakeholders to identify, register and communicate BPLRs in settlements and towns where lives could be threatened by bushfire. BPLR is not a compulsory evacuation measure for local government, and as an opt-in non-mandatory measure, local government may consider whether a BPLR is a suitable addition to emergency evacuation measures for their community. A BPLR should only be used when their bushfire plan has failed and the BPLR is accessible as a last resort option. The BPLR will complement existing bushfire evacuation measures and be communicated to the community through emergency management practices.

It is proposed that the BPLR guideline will outline the purpose, aims and objectives of a BPLR and provide guidance on relevant elements, including the following:

- Assessment Process – to assist proponents to identify an appropriate location.
- Limitations – considerations before evacuating to a BPLR.
- Assessment Criteria – considerations such as vegetation setbacks that reduce the impact of the bushfire radiant heat level to affected persons.
- Principles to identify a suitable site – capability, capacity, access and site selection.
- Inspection and consideration of nearby land uses.
- Maintenance.
- Signage.
- When, how and who can activate a BPLR.
- On-site and off-site shelters.
- Messaging and communication.
- Role of local government and other stakeholders.

BPLRs address bushfire risk and does not extend to other natural hazards, such as flooding or cyclones. If a dedicated multi-hazard place of last resort is to be provided, the BPLR guideline may be applied to the bushfire considerations and further research should be taken to



determine the suitability of the location for other hazards. Local governments or other stakeholders choosing to establish a BPLR may also wish to explore other considerations relating to a BPLR. DFES encourages the securing of the most suitable location for a BPLR in the first instance, regardless of whether the land is privately or publicly owned.

DFES intends to promote, provide guidance and initial support to local government and other stakeholders once the guideline has been endorsed.



### **Survey Questions**

DFES invites feedback from local governments and other stakeholders on the following matters to assist in the development of the Bushfire Place of Last Resort (BPLR) guideline:

1. Does your organisation or your local community see a need for a BPLR, and why?
2. Given the geography of a local government area do you consider a BPLR could be shared with an adjoining local government to more efficiently cater for public safety, and why?
3. Is there any proposed element(s) of the draft BPLR guideline outlined in the discussion paper that does not need to be addressed in the guideline, and why?
4. Is there any element(s)/matter(s) that is not outlined in the discussion paper that needs to be addressed in the draft BPLR guideline, and why?
5. Do you have any other comments regarding the proposed approach of the draft BPLR guideline?

## 9. GENERAL BUSINESS

### 9.1. UPDATE OF CONTACT INFORMATION LIST

Attachment 2 – JLEMC contact list (Confidential Attachment – provided under separate cover).

Committee members are requested to review the attached contact list and advise the Executive Support Officer of any changes that they are aware of.

### 9.2. ROUND THE TABLE

#### Cr A Kowald - Shire of Cuballing

- The Shire is currently reviewing and renewing its emergency management arrangements.
- Acknowledgement was expressed for the contributions of the CESM in supporting local emergency management activities.
- The Shire continues to engage in risk mitigation initiatives to reduce community vulnerability to emergencies.
- Support has been provided to neighbouring Shires requiring assistance, demonstrating a collaborative regional approach.

#### G Stevens - Department of Fire and Emergency Services (DFES)

Attachment 3 LEMC DFES Report – Cuballing Narrogin Feb 2026

- DFES crews attended two significant incidents in Boddington during the reporting period.
- The DFES report includes statistics on fire sizes and incident impacts.
- An Incident Support Group (ISG) meeting was convened over the Christmas period to support incident coordination.
- DFES facilitated after-hours support, including provision of food, fuel and power during emergency operations.
- The report provides usage statistics for Emergency WA, including app reach, number of emergency plans created, and website view metrics.
- The 15 Minute Fire Chat link is included in the report, enabling households to develop a bushfire emergency plan in under 15 minutes.
- The training calendar has been released and is available via the eAcademy platform.

#### G Ganesham - Main Roads

- Main Roads provided traffic management support during incidents in Boddington.
- The closest traffic management contractor servicing Narrogin is based in northern Bunbury.

#### Y Harrison – Department of Education

- The school's Emergency Management Plan is current, and the original version remains on file.
- Outcome: The Shire of Narrogin to send a copy of the current Emergency Management Plan.

#### P Erickson - Narrogin State Emergency Service (SES)

- Appreciation was expressed to Susan for her leadership and ongoing commitment to SES operations.
- SES did not attend storm damage incidents during the reporting period.

- Volunteers contributed approximately 600 hours supporting bushfire response activities.
- A formal application has been submitted to Department of Fire and Emergency Services seeking to formalise SES support for bushfire operations.
- Water bomber training has been undertaken to strengthen operational capability.
- Current facilities for SES crews are inadequate, with no shade or seating available at the unit location. Funding is being sought to provide shade structures and chairs.
- Security arrangements for equipment require upgrading, and funding is also being sought for these improvements.
- Outcome: The Shire of Narrogin to follow up with DBCA regarding the SES grant applications for resource, facility, and security upgrades and, if unsuccessful, explore potential options moving forward.

#### B Dew - Western power

- Three crews from Vasse (Busselton) were deployed to support helicopter operations during incidents.
- Training sessions are scheduled to further develop operational capability and readiness.
- Small army of generators have been acquired to support field operations and maintain power supply during incidents.
- Western Power is utilising drone technology to enhance asset inspections and improve situational awareness during emergency response.

#### D Sier - Narrogin Regional Hospital

- Commendation was given for the coordinated response and efforts during recent bushfire incidents.
- Concerns were raised regarding the Royal Flying Doctor Service (RFDS) operations, where an aircraft was unable to land. A clear plan is required to ensure the airstrip remains unobstructed.
- Wildlife, including kangaroos and rabbits, has been identified as a hazard obstructing the landing strip and posing a safety risk.
- It was noted that the Ranger (Guy) advised risk assessment of the landing strip was previously a Police responsibility.
- Outcome: The Shire of Narrogin to coordinate a meeting with the CEO and Executive Manager Infrastructure to review airstrip management options, responsibilities, and operational requirements.

#### B Halford – VFRS

- The brigade has responded to a few significant road crash rescues in recent weeks.
- Several structure fires have been attended, with crews managing incidents effectively.
- The brigade is working closely with Western Power to ensure power is safely disconnected during bushfire incidents.
- Red trucks are fitted with static water supplies; however, rural fire response continues to face limitations due to restricted water availability.
- Boddington incidents required Department of Fire and Emergency Services attendance on two occasions. All agencies involved performed to a high standard.
- Ongoing networking with partner agencies is underway to strengthen rural fire defence capability and improve coordinated response.

### M Phillips – Department of Communities

#### Attachment 4 Emergency Relief and Support – 3<sup>rd</sup> Quarter 2025 – 2026 LEMC Update - ALL

- A total of 25 evacuations have been undertaken this year, compared with 16 evacuations during the previous year.
- Exceptional feedback has been received regarding the availability of Go Bags stored in response vehicles.
- A Night Bag has been introduced to support extended evacuation operations.
- Trailers are currently stocked with approximately 80 Go Bags to support large-scale evacuations.
- Appreciation was expressed to the Shire of Narrogin for opening the Recreation Centre on Boxing Day to support evacuation efforts.
- Outcome: The Shire of Narrogin to include the Local Emergency Relief and Support Plan (LERSP) report in the next Joint Local Emergency Management Committee agenda to enable member discussion and a decision at the subsequent meeting.

### S/Sgt M Glynn - WA Police, OIC Narrogin

- Sergeant Martin Glynn introduced himself to the Committee and expressed his enthusiasm to contribute to the group.
- The Police are currently undertaking process improvements to streamline workflows and clarify operational markers.
- Ongoing triage processes are being reviewed and refined to improve response efficiency.
- Officers remain actively engaged in training programs and have recently received new equipment to enhance operational capability.
- Mapping tools are being used effectively to support search operations for missing persons and incident response.
- A high number of road crashes across the district, including several fatalities, has placed increased pressure on Police resources.
- Police also responded to an aircraft crash during the reporting period.

### A Erickson - Department of Primary Industry & Regional Development

- DPIRD provided support at two fire incidents during the reporting period.
- Avian influenza continues to spread in other jurisdictions; however, DPIRD is monitoring the situation and maintaining preparedness measures.

### P Porter – Narrogin Volunteer Bush Fire Brigades

- Appreciation was expressed to Anthony “Morty” Mort for his ongoing contribution and leadership.
- The Brigade has received acknowledgement from neighbouring Shires for the high standard of its operational response and support.
- Increased lightning activity has resulted in a higher number of fire incidents across the area.
- State Emergency Service (SES) was commended for the excellent support provided in delivering food to firefighters during incidents.
- A coordinated mitigation plan is being developed with support from Water Corporation, including funding for mitigation works and prescribed burning.
- Fire brigade membership and attendance at incidents have increased, strengthening volunteer capacity.
- Ongoing needs include additional volunteers and personal protective equipment (PPE).

- Brigades are taking a more proactive approach to mitigation works across the district.
- Appreciation was extended to the CESH for continued support to brigades and mitigation initiatives.

S Taylor – Narrogin Cottage Homes (Karinya Care)

- Sharon Taylor introduced herself to the Committee, noting she is new to the community and pleased to be involved in the LEMC.

**10. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING**

Nil

**11. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at 5:38 pm and reminded Committee Members of the next Joint Local Emergency Management Committee Meeting, scheduled for 4:30 pm on Tuesday 19 May 2026, at this same venue.

## Season Update

- **In the Upper Great Southern region this season;**

- Newmont Goldmine Fire (Inc 765644) 14 Dec 2025 – 07 JAN 2026  
4150Ha, activating Evac Centre (Ngn and Williams) and engaging the Level 3 Preformed State Team, this incident has two deployments from South Australia and put the townsite of Boddington into Emergency Warning on Christmas day
- Dunn Rock Bushfire (Inc 769192) 17 Jan 2026 – 28 Jan 2026  
32537Ha in the Shire of Lake Grace near Lake King townsite. Was eventually run as South Coast Complex along with Fitzgerald National Park by the State Level 3 Team and then DBCA before being handed back to Local Government
- Boddington Complex (Inc 769835) 22 Jan 2026 – 02 Feb 2026  
6200Ha, 4 separate fires, 125kms of edge, 54 impacted properties including sheds etc, across 3 local governments and DNCA tenure, run as a Level 2 Complex Incident across 3 divisions. Narrogin evacuation centre used.

Some **key learnings** from these incidents anecdotally that came through debriefs to date were;

- The importance of On-call / Duty numbers
  - Holiday food and fuel arrangements locally.
  - Back up power, water and comms are essential.
  - Having a plan and activating it early for agencies and providers.
  - Engagement with ISG key for success and information flow.
  - All these significant fires were started by lightning events and were long duration and medium to high complexity.
- Further to these significant Bushfire Events the Volunteer Fire and Rescue Brigades in the region have also been very busy with many **Road Crash Rescues, HAZMAT's** and other incidents with sadly *multiple fatalities* recorded within our region. Debriefs are help with brigades and the DFES Wellness branch engaged but we appreciate the collaborative efforts of everyone but especially SJA and WAPOL.
  - Deployments: Crews have been deployed to Victoria and the NW for cyclone events. These long duration events combined with local events such as Callan Way in Narrogin mean our crews are have been operational for a large part of the season and we are not yet done.
  - **Grain Harvest Water Bombers** – Water Bomber teams are positioned in Narrogin, Esperance and Geraldton to support the Grain Harvest Strategy. Approximately 50 people were trained across the region in the Ground Controller in just this season alone. From this Grain Harvest Taskforce which has concluded their were 152 activations with 997hrs of flight time.



<https://mybushfireplan.wa.gov.au/>

## Emergency Management Information

- **The State Hazard Plan – Fire** has been updated and it provides an overview of arrangements for the management of all fires in Western Australia (WA) and contains information on fire prevention, preparedness, response and recovery. The State Hazard Plan has now been reviewed, updated and republished (21<sup>st</sup> August 2025).
- State Hazard Plan - Fire can be found here: [https://www.wa.gov.au/system/files/2025-08/shp\\_fire\\_v3.00.pdf](https://www.wa.gov.au/system/files/2025-08/shp_fire_v3.00.pdf)
- A Comprehensive Review Summary can be found here: <https://www.wa.gov.au/system/files/2025-08/shp-fire-review-amendments-summary.pdf>

## PUBLIC INFORMATION

- **Emergency WA** – Use Emergency WA as your source of Truth for Incident Information. Stay up to date with [Emergency WA](#), with the New Emergency WA App now available on IOS and Android devices. Allowing you to stay up to date with real-life live data and updates. Able to set watch zones and receive updates if an incident occurs nearby
- The Emergency WA app has recorded 363,000 downloads and more than 12,400 emergency plans completed since the tool was launched in November 2025. In December alone, more than 13 million push notifications were issued through the app keeping the community informed during a busy start to the High Threat Period.
- In 2025, the Emergency WA website received more than 53 million views, with users spending an average of 3.5 minutes per visit. In comparison, app users spent an average of 38 minutes on the app over the year.
- Public information has been liaising with Future Capability and the Principal Scientific Officer on the creation of Australian Warning System templates for radiation escape from a nuclear powered warship warnings. This work will also see the alignment of Hazmat warnings to the AWS.
- Since the start of the cyclone season DFES has issued public information warnings for the Indian Ocean Territories on Emergency WA. Specialist templates are being developed to continue these warnings.
- Work continues to onboard WA Police, the Department of Transport and Major Infrastructure (DTMI) and the Department of Primary Industries and Regional Development (DPIRD) to issue warnings for their hazards through Emergency WA.

## RAC Rescue

- A communications and promotions plan to celebrate 10 years of the Bunbury base has been rolled out. This included newspaper advertising in the region as well as the RAC Rescue experience being available for the community on Friday 20 and Saturday 21 February at the Bunbury Forum and Dolphin Discovery Centre.

## Local Considerations

### WAFES Awards

Regions are encouraged to promote the awards and nominate volunteers and staff who have made an outstanding contribution over the last 12 months. - <https://www.dfes.wa.gov.au/awards-and-events/wafes-awards>

### Local Government Emergency Management Knowledge Hub (EM Hub)

The EM Hub provides an overview of the roles and responsibilities of local governments as outlined in the *Emergency Management Act 2005 (EM Act)* and the State Emergency Management (EM) Framework. It consolidates and summarises key information into a single, accessible resource and provides direct links to key documents for further reading and reference. It has been designed to assist local governments develop and maintain their local emergency management arrangements so they are better prepared for emergencies. <https://www.dfes.wa.gov.au/local-government/em-knowledge-hub>

**Training Calendar** – The Upper Great Southern DFES Brigade Training Calendar for 2026 has been released and available on eAcademy. As per the regional plan we have a strong focus on incident management and developing new trainers.

Kind regards,

Gavin Stevens  
District Officer Narrogin

February 2026

Email: [DONarrogin@dfes.wa.gov.au](mailto:DONarrogin@dfes.wa.gov.au)  
Ph: 0427580481



# Emergency Relief and Support

## LEMC REPORT FOR DISTRIBUTION

3rd Quarter 2025 - 2026

### Regional Emergency Relief and Support contact

Activation of Emergency Relief and Support (ERS) services is via  
Communities Emergency Operations Coordinator (EOC)

**M: 0418 943 835** and Email: [emergencyservices@communities.wa.gov.au](mailto:emergencyservices@communities.wa.gov.au)

Regional Officer	Jo Spadaccini – 0429 102 614 jo.spadaccini@communities.wa.gov.au
Regional Coordinator	Michael Phillips – 0455 560 041 michael.phillips@communities.wa.gov.au
Regional Manager	Mark Schorer – 0429 108 226 mark.schorer@communities.wa.gov.au

### Region specific update

**Regions to add content**

### Emergency Relief and Support update

#### State Recovery Changes

- The Department of Communities has new roles and responsibilities under the State Emergency Management Arrangements for Recovery, following the changes endorsed by SEMC on 4 December 2025.
- To support implementation of these new roles, Communities is actively working with local governments, the Community Services Sector and relevant government agencies to understand the new State Recovery roles and responsibilities to support the delivery of local led recovery programs.

#### • Volunteering

Where requested, the Department of Communities will support local governments in establishing effective arrangements to coordinate Volunteers through sector partners.

- This service will be supported through Collaboration with local government to identify community needs and priorities.
- **Spontaneous volunteers**
- On the 4 December 2025, the SEMC endorsed the changes to the recovery sections of the State Emergency Management Policy, Plan and Procedure.
- The changes include increased responsibilities for Local Governments and the Department of Communities in relation to the coordination of recovery volunteers and donations.
- If support for volunteer and donations coordination is required this 2025/26 High Threat Season, Communities will work with the impacted local government to make appropriate arrangements.
- In the meantime, Communities will be working with Local Governments to consider how to best support the sector across these new responsibilities.
- Communities will participate in Local Government recovery planning and activities to ensure services are tailored to the needs and strengths of the community.
- Communities can provide support through a range of activities under the State Support Plan, either directly or in collaboration with State and Local partners, to deliver practical assistance, wellbeing services, and social supports.
- Communities ERS approach to recovery support considers the psychosocial impacts, complexity, and context of any hazard, ensuring assistance is tailored accordingly along with information and referral services to connect impacted individuals with appropriate assistance and resources.

### **Evacuation Centres**

- The SEMC has the WA Community Evacuation in Emergencies Guideline open for Feedback until 20 February 2026. You can submit your comments through <https://engagewaem.com.au/evacuation-guideline>
- The review of community evacuation guidelines has highlighted the need for greater clarity on how evacuation centres are identified, activated, and managed.
- Communities responsibility is to maintain a register of endorsed community facilities and ensure they are ready to be activated. In collaboration with local government, Communities reviews facilities regularly and manages service delivery within the centre once activated.
- During an emergency event, the Hazard Management Agency engages with Local Government and Communities to assess the risks of and activate an evacuation centre.
- As a suggestion for the LEMC, Communities and the Local Government can review and confirm the register of endorsed communities facilities before the onset of each high threat season, to ensure they meet the needs of all Hazard Management Agencies.

### High threat Season

- ERS is actively supporting communities during this high-threat season by assisting with evacuation centres, providing immediate accommodation, and coordinating early recovery planning in alignment with Local Government.
- ERS has commenced supporting community evacuations with the new Go Bags, with positive feedback received to date, noting the hygiene packs are popular to support people to freshen up, and the air bed, pillow and sleeping bag has been a welcome take home pack.



### Reminder to all Hazard Management Agencies / Controlling Agencies

- To activate the State Support Plan - Emergency Relief and Support and the Communities team - please call 0418 943 835. All ISG, IMT and other meeting invites can be sent to [emergencyservices@communities.wa.gov.au](mailto:emergencyservices@communities.wa.gov.au) email box.

## Response October to January

### Activations

ERS were activated for and responded to twenty two (22) incidents as below:

- Four (4) Single House Fire
- Eleven (11) Bushfires
- Five (5) Complex Bushfires
- Two (2) Cyclones

#### October 2025 - One (1) Incident

- 16/10/2025 AP East Pilbara Complex Fire

#### November 2025 - Two (2) Incidents

- 4/11/2025 Tammin Bushfire Cunderdin - Nov 25
- 30/11/2025 Green St House Fire

#### December 2025 - Eleven (11) Incidents

- 01/12/2025 Single House Fire
- 10/12/2025 Single House Fire
- 11/12/2025 Kenwick Bushfire
- 11/12/2025 Upper Swan Bushfire
- 15/12/2025 Eneabba Complex
- 15/12/2025 Gingin Complex Fire
- 15/12/2025 Nambeelup Bushfire
- 16/12/2025 Mindarabin Bushfire
- 25/12/2025 Boddington Bushfire
- 30/12/2025 Wellesley Bushfire

- 29/12/2025 Tropical Cyclone Hayley

#### January 2026 – Eight (8) Incidents

- 01/01/2026 Kalamunda Bushfire
- 02/01/2026 Boya Bushfire
- 02/01/2026 Yanget House Fire
- 07/01/2026 High Wycombe Bushfire
- 19/01/2026 South Coast (Lake King Newdegate) Complex Fires
- 21/01/2026 Collie Bushfire
- 22/01/2026 Boddington complex Fires

#### February 2026 – Five (5) Incidents

- 23/01/2026 Tropical Cyclone Luana
- 06/02/2026 Tropical Cyclone Mitchell
- 06/02/2026 Darlington Bushfire
- 08/02/2026 Cardiff and Mcalinden Bushfire
- 09/02/2026 Mundijong Bushfire

#### **Other updates**



Shire of  
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*Love the life*

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